

25X1A6C

VIA **AIR**  
(Specify Air or Sea Pouch)

DISPATCH NO.

**J/REC**

**DC/REC**

*L. C/ACQ*

**C/C.E.**

**SECRET**  
CLASSIFICATION

TO Chief, WE

DATE 8 May 1958

25X1 **C/U.E.**

25X1A6A FROM Chief of Station, JK

**REPORT**

SUBJECT { GENERAL Logistics/Real Property  
SPECIFIC Foreign Real Property Reports

25X1A6C REFS A -  8 Jan 58  
B -  Apr 58

**FILE (reg)**

1. During the summer of 1957, Station policy - with approval from Headquarters - authorized the use of  25X1C4A personnel to reimburse the equivalent of the rate refund offered  25X1 . Rather than utilize a varying amount in each individual case, a standard 8 per cent increase over the basic allowance was authorized for maximum payment in the case of any one set of quarters.

2. Effective 1 December 1957 all housing occupied by KUBARK personnel in and around , except for that occupied by active duty military personnel with KUBARK, was placed  a new set of reimbursement standards was established to insure adequate housing. The standards for those persons already in houses on 1 December were somewhat more liberal than for persons who would occupy houses after that date. As a matter of explanation, single personnel in grades GS-9 and below had their housing costs covered without restriction. For all personnel GS-10 and above, KUBARK was to reimburse for rent up to 110 per cent of the basic allowance and, in turn, cover all utilities. With one exception these two categories covered all personnel. That one exception, a GS-6 with dependents, had been authorized the use of  with a limit of \$1800 since July 1957.

3. The organizational quarters covered by file numbers 16, 27, 33, 40, 47, 51, 60, 62, 91, 96, 109, and 110 (which incidentally were occupied prior to 1 December) do exceed the standard quarters allowance by more than 25 per cent, and, except in the case of  Property 109, all costs are borne by KUBARK. As the rent for  Property 109 was more than 110 per cent, that additional portion is borne by the individual.  is the special case mentioned in paragraph 2 above. After 1 December he was covered completely even though his costs somewhat exceeded the \$1800 limit. This particular problem has solved itself as the individual concerned now occupies Government

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quarters [redacted] The window washing item for [redacted] Property #42 is definitely borne by the occupant. In the future, remarks indicating items or partial items to be borne by the employee will be entered on the Foreign Real Property Report.

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4. The discrepancy in the [redacted] property numbers indicated in paragraph 2 of Reference B has been corrected.

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5. The leases covering [redacted] Properties 18, 49, 58, 70, 77, 86, and 88 have been terminated. No. 105 was a duplicate number and has been cancelled so that it may be used on a future property.

6. For personnel who occupied housing after 1 December, the following general standards were established:

- (a) All married persons and single GS-10's and above are now covered for rent up to an amount equivalent to 95 per cent of the basic allowance. All utilities covered.
- (b) Single persons GS-9 and below have their rent covered up to an amount equivalent to 110 per cent of their basic allowance. All utilities covered.
- (c) Headquarters has now placed the additional limitation of an absolute maximum of 125 per cent of the housing allowance for all quarters.

The Station standards vary according to special circumstances, i.e., a house with central heating would possibly allow an additional amount for rent as the utilities would be somewhat lower.

7. In any future case where we feel 125 per cent is too binding, the facts will be presented to Headquarters for determination. This will normally be for very senior personnel or the junior married personnel (GS-6 and below). Paragraph 2 of Reference A will be followed as closely as possible.

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Distribution:

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